

CHAPTER 300  
LICENSURE OF SPEECH PATHOLOGISTS AND AUDIOLOGISTS

**645—300.1(147) Definitions.** For purposes of these rules, the following definitions shall apply:

*“Active license”* means a license that is current and has not expired.

*“ASHA”* means the American Speech-Language Hearing Association.

*“Assistant”* means a person who works under the supervision of an Iowa-licensed speech pathologist or audiologist, does not meet the requirements to be licensed as a speech pathologist or audiologist, and meets the minimum requirements set forth in these rules.

*“Audiologist”* means a person who engages in the application of principles, methods and procedures for measurement, testing, evaluation, prediction, consultation, counseling, instruction, habilitation, rehabilitation, or remediation related to disorders of hearing and associated communication disorders for the purpose of nonmedically evaluating, identifying, preventing, ameliorating, modifying, or remediating such disorders and conditions in individuals or groups of individuals, including the determination and use of appropriate amplification.

*“Board”* means the board of speech pathology and audiology examiners.

*“Full-time”* means a minimum of 30 hours per week.

*“Grace period”* means the 30-day period following expiration of a license when the license is still considered to be active. In order to renew a license during the grace period, a licensee is required to pay a late fee.

*“Inactive license”* means a license that has expired because it was not renewed by the end of the grace period. The category of “inactive license” may include licenses formerly known as lapsed, inactive, delinquent, closed, or retired.

*“Licensee”* means any person licensed to practice as a speech pathologist or audiologist in the state of Iowa.

*“License expiration date”* means December 31 of odd-numbered years.

*“Licensure by endorsement”* means the issuance of an Iowa license to practice speech pathology or audiology to an applicant who is or has been licensed in another state.

*“Reactivate”* or *“reactivation”* means the process as outlined in rule 300.17(17A,147,272C) by which an inactive license is restored to active status.

*“Reciprocal license”* means the issuance of an Iowa license to practice speech pathology or audiology to an applicant who is currently licensed in another state which has a mutual agreement with the Iowa board of speech pathology and audiology examiners to license persons that have the same or similar qualifications to those required in Iowa.

*“Reinstatement”* means the process as outlined in 645—11.31(272C) by which a licensee who has had a license suspended or revoked or who has voluntarily surrendered a license may apply to have the license reinstated, with or without conditions. Once the license is reinstated, the licensee may apply for active status.

*“Speech pathologist”* means a person who engages in the application of principles, methods, and procedures for the measurement, testing, evaluation, prediction, consultation, counseling, instruction, habilitation, rehabilitation, or remediation related to the development and disorders of speech, fluency, voice, or language for the purpose of nonmedically evaluating, preventing, ameliorating, modifying, or remediating such disorders and conditions in individuals or groups of individuals.

**645—300.2(147) Speech pathology and audiology services subject to regulation.** The provision of speech pathology or audiology services in Iowa through telephonic, electronic, or other means, regardless of the location of the speech/language pathologist or audiologist, shall constitute the practice of speech pathology or audiology and shall require Iowa licensure.

**645—300.3(147) Requirements for licensure.** The following criteria shall apply to licensure:

**300.3(1)** The applicant shall complete a board-approved application packet. Application forms may be obtained from the board's Web site (<http://www.idph.state.ia.us/licensure>) or directly from the board office. All applications shall be sent to Board of Speech Pathology and Audiology Examiners, Professional Licensure Division, Fifth Floor, Lucas State Office Building, Des Moines, Iowa 50319-0075.

**300.3(2)** The applicant shall complete the application form according to the instructions contained in the application. If the application is not completed according to the instructions, the application will not be reviewed by the board.

**300.3(3)** Each application shall be accompanied by the appropriate fees payable to the Board of Speech Pathology and Audiology Examiners. The fees are nonrefundable.

**300.3(4)** The application shall include:

*a.* Official copies of the American Speech-Language Hearing Association (ASHA) certificate of clinical competence; or

*b.* Submission of the following:

(1) Official copies of academic transcripts sent directly from the school to the board showing proof of possession of a master's degree in speech pathology or a master's or doctoral degree in audiology or the equivalent of one of these degrees and official verification of completion of not less than 300 hours of supervised clinical training;

(2) Verification of nine months of full-time clinical experience, or equivalent, completed after the master's degree, under the supervision of a licensed speech pathologist or audiologist or as a part of the doctoral degree; and

(3) Results of the National Teacher Examination.

**300.3(5)** Licensees who were issued their licenses within six months prior to the renewal shall not be required to renew their licenses until the renewal date two years later.

**300.3(6)** Incomplete applications that have been on file in the board office for more than two years shall be:

*a.* Considered invalid and shall be destroyed; or

*b.* Maintained upon written request of the applicant. The applicant is responsible for requesting that the file be maintained.

**645—300.4(147) Educational qualifications.**

**300.4(1)** The applicant shall possess the following:

*a.* A master's degree or its equivalent from an accredited school, college or university with a major in speech pathology; or

*b.* A master's or doctoral degree or the equivalent from an accredited school, college or university with a major in audiology.

**300.4(2)** Foreign-trained speech pathologists and audiologists shall:

*a.* Provide an equivalency evaluation of their educational credentials by one of the following: International Educational Research Foundations, Inc., Credentials Evaluation Service, P.O. Box 3665, Culver City, CA 90231-3665, telephone (310)258-9451, Web site [www.ierf.org](http://www.ierf.org) or E-mail at [info@ierf.org](mailto:info@ierf.org); International Credentialing Associates, Inc., 7245 Bryan Dairy Road, Bryan Dairy Business Park II, Largo, FL 33777, telephone (727)549-8555. The professional curriculum must be equivalent to that stated in these rules. A candidate shall bear the expense of the curriculum evaluation.

*b.* Provide a notarized copy of the certificate or diploma awarded to the applicant from a speech pathology or audiology program in the country in which the applicant was educated.

*c.* Receive a final determination from the board regarding the application for licensure.

**645—300.5(147) Examination requirements.** The examination required by the board shall be the National Teacher Examination in speech pathology or audiology. This examination is administered by the Educational Testing Service. The applicant should contact the nearest accredited college or university for the time and place of the examination.

**300.5(1)** The applicant has full responsibility for making arrangements to take the National Teacher Examination in speech pathology or audiology and for bearing all expenses associated with taking the examination. The applicant also has the responsibility for having the examination scores sent directly to the board from the Educational Testing Service.

**300.5(2)** The board shall determine the qualifying scores for both the speech pathology and audiology examinations.

**645—300.6(147) Temporary clinical license.** A temporary clinical license for the purpose of obtaining clinical experience as a prerequisite for licensure is valid for one year and may be renewed one time.

**300.6(1)** An applicant must submit the following to the board:

*a.* Evidence of supervision by a speech pathologist or audiologist with an active, current Iowa license in good standing;

*b.* An official application form provided by the board of speech pathology and audiology examiners;

*c.* Official copies of transcripts sent directly from the school to the board showing proof of possession of a master's degree or its equivalent;

*d.* Official verification of completion of not less than 300 hours of supervised clinical training in an accredited college or university; and

*e.* The temporary clinical license fee.

**300.6(2)** The plan for supervised clinical experience must be approved by the board before the applicant starts practice and shall:

*a.* Include at least nine months of full-time clinical experience, or equivalent;

*b.* Include supervision by an Iowa-licensed speech pathologist or audiologist, as appropriate;

*c.* Be kept by the supervisor for two years from the last date of the clinical experience; and

*d.* Include a completed supervised clinical experience report form that shall be submitted to the board of speech pathology and audiology examiners upon the applicant's successful completion of the nine months of full-time clinical experience. The applicant may then apply for licensure.

**645—300.7(147) Temporary permit.**

**300.7(1)** A nonresident may apply to the board for a temporary permit to practice speech pathology or audiology:

*a.* For a period not to exceed three months;

*b.* By submitting a letter to support the need for such a permit;

*c.* By submitting documents to show that the applicant has substantially the same qualifications as required for licensure in Iowa;

*d.* By submitting the documentation prior to the date the applicant intends to begin practice; and

*e.* By submitting the temporary permit fee.

**300.7(2)** The applicant shall receive a final determination from the board regarding the application for a temporary permit.

**645—300.8(147) Use of assistants.** A licensee shall, in the delivery of professional services, utilize assistants only to the extent provided in these rules.

**300.8(1) Duties.**

*a. Speech pathology assistant I.* A speech pathology assistant I works with an individual for whom significant improvement is expected within a reasonable amount of time.

*b. Speech pathology assistant II.* A speech pathology assistant II works with an individual for whom maintenance of present level of communication is the goal; or for whom, based on the history and diagnosis, only slow improvement is expected.

*c. Audiology assistant I.* An audiology assistant I is more broadly trained and may be given a variety of duties depending upon the individual's training.

*d. Audiology assistant II.* An audiology assistant II is trained specifically for a single task for screening.

**300.8(2) Minimum requirements.**

*a.* A speech pathology assistant I or II or audiology assistant I must satisfy the following minimum requirements:

- (1) Reach the age of majority;
- (2) Complete a high school education, or its equivalent; and
- (3) Complete one of the following:

1. A three-semester-hour (or four-quarter-hour) course in introductory speech and language pathology for speech pathology assistants or in audiology for audiology assistants from an accredited educational institution and 15 hours of instruction in the specific tasks which the assistant will be performing; or

2. A minimum training period comprised of 75 clock hours on instruction and practicum experience.

*b.* An audiology assistant II must satisfy the following requirements:

- (1) Reach the age of majority.
- (2) Complete a high school education, or its equivalent.
- (3) Complete a minimum of 15 clock hours of instruction and practicum experience in the specific task which the assistant will be performing.

**300.8(3) Utilization.** Utilization of a speech pathology or audiology assistant requires that a plan be developed by the licensee desiring to utilize that assistant, consisting of the following information:

*a.* Documentation that the assistant meets minimum requirements;

*b.* A written plan of the activities and supervision that must be kept by the licensee supervising the assistant. This supervision must include direct on-site observation for a minimum of 20 percent of the assistant's direct patient care for level I speech pathology and level I audiology assistants and 10 percent for level II speech pathology assistants. Level II audiology assistants must be supervised 10 percent of the time. At least half of that time must be direct on-site observation with the other portion provided as time interpreting results;

*c.* A listing of the facilities where the assistant will be utilized; and

*d.* A statement, signed by the licensee and the assistant, that the rules pertaining to assistants have been read by both.

**300.8(4) Maximum number of assistants.** A licensee may not utilize more than three assistants unless a plan of supervision is filed and approved by the board.

**300.8(5) Supervisor responsibilities.** A licensee who utilizes an assistant shall have the following responsibilities:

*a.* To be legally responsible for the actions of the assistant in that assistant's performance of assigned duties with a client;

*b.* To make all professional decisions relating to the management of a client;

- c. To ensure that the assistant is assigned only those duties and responsibilities for which the assistant has been specifically trained and is qualified to perform;
- d. To ensure compliance of the assistant(s) under supervision with the provisions of these rules by providing periodic direct observation and supervision of the activities of the assistant; and
- e. To submit to the board of speech pathology and audiology upon request a copy of the plan of activities and supervision for each assistant and documentation of the dates each assistant was utilized by the licensee.

**645—300.9(147) Licensure by endorsement.** An applicant who has been a licensed speech pathologist or audiologist under the laws of another jurisdiction shall file an application for licensure by endorsement with the board office. The board may receive by endorsement any applicant from the District of Columbia or another state, territory, province or foreign country who:

1. Submits to the board a completed application;
2. Pays the licensure fee;
3. Shows evidence of an ASHA certificate or at least nine months of full-time clinical experience or its equivalent;
4. Shows evidence that the National Teacher Examination scores have been sent directly from the examination service to the board;
5. Provides official copies of the academic transcripts; and
6. Provides verification of license(s) from every jurisdiction in which the applicant has been licensed, sent directly from the jurisdiction(s) to the board office. Web-based verification may be substituted for verification direct from the jurisdiction's board office if the verification provides:
  - Licensee's name;
  - Date of initial licensure;
  - Current licensure status; and
  - Any disciplinary action taken against the license.

**645—300.10(147) Licensure by reciprocal agreement.** The board may enter into a reciprocal agreement with the District of Columbia or any state, territory, province or foreign country with equal or similar requirements for licensure of speech pathologists and audiologists.

**645—300.11(147) License renewal.**

**300.11(1)** The biennial license renewal period for a license to practice speech pathology or audiology shall begin on January 1 of an even-numbered year and end on December 31 of the next odd-numbered year. The board shall send a renewal notice by regular mail to each licensee at the address on record at least 60 days prior to expiration of the license. The licensee is responsible for renewing the license prior to its expiration. Failure of the licensee to receive the notice does not relieve the licensee of the responsibility for renewing the license.

**300.11(2)** An individual who was issued an initial license within six months of the license renewal date will not be required to renew the license until the subsequent renewal date two years later.

**300.11(3)** A licensee seeking renewal shall:

- a. Meet the continuing education requirements of rule 645—303.2(147) and the mandatory reporting requirements of subrule 300.11(4). A licensee whose license was reactivated during the current renewal compliance period may use continuing education credit earned during the compliance period for the first renewal following reactivation; and
- b. Submit the completed renewal application and renewal fee before the license expiration date.
- c. An individual who was issued a license within six months of the license renewal date will not be required to renew the license until the subsequent renewal two years later.

**300.11(4)** Mandatory reporter training requirements.

*a.* A licensee who, in the scope of professional practice or in the licensee's employment responsibilities, examines, attends, counsels or treats children in Iowa shall indicate on the renewal application completion of two hours of training in child abuse identification and reporting in the previous five years or condition(s) for waiver of this requirements as identified in paragraph "*e.*"

*b.* A licensee who, in the course of employment, examines, attends, counsels or treats adults in Iowa shall indicate on the renewal application completion of two hours of training in dependent adult abuse identification and reporting in the previous five years or condition(s) for waiver of this requirement as identified in paragraph "*e.*"

*c.* A licensee who, in the scope of professional practice or in the course of employment, examines, attends, counsels or treats both adults and children in Iowa shall indicate on the renewal application completion of training in abuse identification and reporting for dependent adults and children in the previous five years or condition(s) for waiver of this requirement as identified in paragraph "*e.*"

Training may be completed through separate courses as identified in paragraphs "*a*" and "*b*" or in one combined two-hour course that includes curricula for identifying and reporting child abuse and dependent adult abuse. The course shall be a curriculum approved by the Iowa department of public health abuse education review panel.

*d.* The licensee shall maintain written documentation for five years after mandatory training as identified in paragraphs "*a*" to "*c*," including program date(s), content, duration, and proof of participation.

*e.* The requirement for mandatory training for identifying and reporting child and dependent adult abuse shall be suspended if the board determines that suspension is in the public interest or that a person at the time of license renewal:

(1) Is engaged in active duty in the military service of this state or the United States.

(2) Holds a current waiver by the board based on evidence of significant hardship in complying with training requirements, including an exemption of continuing education requirements or extension of time in which to fulfill requirements due to a physical or mental disability or illness as identified in 645—Chapter 303.

*f.* The board may select licensees for audit of compliance with the requirements in paragraphs "*a*" to "*e*."

**300.11(5)** Upon receiving the information required by this rule and the required fee, board staff shall administratively issue a two-year license and shall send the licensee a wallet card by regular mail. In the event the board receives adverse information on the renewal application, the board shall issue the renewal license but may refer the adverse information for further consideration or disciplinary investigation.

**300.11(6)** A person licensed to practice as a speech pathologist or audiologist shall keep the person's license certificate and wallet card displayed in a conspicuous public place at the primary site of practice.

**300.11(7)** Late renewal. The license shall become late when the license has not been renewed by the expiration date on the wallet card. The licensee shall be assessed a late fee as specified in 645—subrule 305.1(3). To renew a late license, the licensee shall complete the renewal requirements and submit the late fee within the grace period.

**300.11(8)** Inactive license. A licensee who fails to renew the license by the end of the grace period has an inactive license. A licensee whose license is inactive continues to hold the privilege of licensure in Iowa, but may not practice as a speech pathologist or audiologist in Iowa until the license is reactivated. A licensee who practices as a speech pathologist or audiologist in the state of Iowa with an inactive license may be subject to disciplinary action by the board, injunctive action pursuant to Iowa Code section 147.83, criminal sanctions pursuant to Iowa Code section 147.86, and other available legal remedies.

**645—300.12(272C) Exemptions for inactive practitioners.** Rescinded IAB 9/14/05, effective 10/19/05.

**645—300.13(272C) Lapsed licenses.** Rescinded IAB 9/14/05, effective 10/19/05.

**645—300.14(147) Duplicate certificate or wallet card.**

**300.14(1)** A duplicate card or duplicate certificate shall be required if the current wallet card or certificate is lost, stolen or destroyed. A duplicate wallet card or duplicate certificate shall only be issued for such circumstances.

**300.14(2)** A duplicate wallet card or certificate shall be issued upon receipt of a completed application from the licensee and receipt of the fee as specified in rule 645—305.1(147).

**300.14(3)** If the board receives a completed application which states that the wallet card or certificate was not received within 60 days after being mailed by the board, no fee shall be required for issuing the duplicate wallet card or certificate.

**645—300.15(147) Reissued certificate or wallet card.** The board shall reissue a certificate or current wallet card upon receipt of a written request from the licensee, return of the original document and payment of the fee as specified in rule 645—305.1(147).

**645—300.16(17A,147,272C) License denial.**

**300.16(1)** When the board denies an applicant licensure, the board shall notify the applicant of the denial in writing by certified mail, return receipt requested, or in the manner of service of an original notice, and shall cite the reasons for which the application was denied.

**300.16(2)** An applicant who has been denied licensure by the board may appeal the denial and request a hearing on the issues related to the licensure denial by serving a written notice of appeal and request for hearing upon the board by certified mail, return receipt requested, not more than 30 days following the date of mailing of the notification of licensure denial to the applicant. The request for hearing shall specifically describe the facts to be contested and determined at the hearing.

**300.16(3)** If an applicant who has been denied licensure by the board appeals the licensure denial and requests a hearing pursuant to this rule, the hearing and subsequent procedures shall be held pursuant to the process outlined in Iowa Code chapters 17A and 272C and 645—Chapter 11.

**645—300.17(17A,147,272C) License reactivation.** To apply for reactivation of an inactive license, a licensee shall:

**300.17(1)** Submit a reactivation application on a form provided by the board.

**300.17(2)** Pay the reactivation fee that is due as specified in 645—Chapter 305.

**300.17(3)** Provide verification of current competence to practice speech pathology and audiology by satisfying one of the following criteria:

*a.* If the license has been on inactive status for five years or less, an applicant must provide the following:

(1) Verification of the license(s) from every jurisdiction in which the applicant is or has been licensed and is or has been practicing during the time period the Iowa license was inactive, sent directly from the jurisdiction(s) to the board office. Web-based verification may be substituted for verification from a jurisdiction's board office if the verification includes:

1. Licensee's name;
2. Date of initial licensure;
3. Current licensure status; and
4. Any disciplinary action taken against the license; and

(2) Verification of completion of 30 hours of continuing education within two years of application for reactivation.

*b.* If the license has been on inactive status for more than five years, an applicant must provide the following:

(1) Verification of the license(s) from every jurisdiction in which the applicant is or has been licensed and is or has been practicing during the time period the Iowa license was inactive, sent directly from the jurisdiction(s) to the board office. Web-based verification may be substituted for verification from a jurisdiction's board office if the verification includes:

1. Licensee's name;
2. Date of initial licensure;
3. Current licensure status; and
4. Any disciplinary action taken against the license; and

(2) Verification of completion of 60 hours of continuing education within two years of application for reactivation; or

(3) Verification of passing the National Teacher Examination (NTE) for Speech Pathology or Audiology within the last two years prior to application for reactivation.

**645—300.18(17A,147,272C) License reinstatement.** A licensee whose license has been revoked, suspended, or voluntarily surrendered must apply for and receive reinstatement of the license in accordance with 645—11.31(272C) and must apply for and be granted reactivation of the license in accordance with 300.17(17A,147,272C) prior to practicing speech pathology and audiology in this state.

These rules are intended to implement Iowa Code chapters 17A, 147 and 272C.

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CHAPTER 301  
DISCIPLINARY PROCEDURES FOR SPEECH PATHOLOGISTS  
AND AUDIOLOGISTS

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CHAPTER 302  
SPEECH PATHOLOGY AND AUDIOLOGY ASSISTANTS

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